

# **ELECTION HANDBOOK**

## **RIM OF THE WORLD UNIFIED SCHOOL DISTRICT (SPECIAL BOND ELECTION )**

**APRIL 4, 2000**

**Prepared by:**

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## INTRODUCTION

This election is taking place on a [non-established election date](#). SB 50, which took effect January 1, 1999, allowed school districts to place a bond measure on the ballot on “any Tuesday. The ROV is required by law to conduct school and district elections. Costs to conduct the election are reimbursed by the district. This election is taking place just four weeks after the Direct Primary Election of March 7<sup>th</sup> and is followed on April 11<sup>th</sup> (an established election date) by two other small elections. This makes for a difficult and challenging process because of the overlapping deadlines, ballots, etc. and the fact that the canvass for the primary election was not complete until March 27<sup>th</sup>.

## ELECTION DATES/STATISTICS

**Key Dates** – See (Appendix 1) Election Calendar, distributed to Media. There will be no add-on count. Canvass will be complete and election certified by April 10, 2000.

**Key Statistics** – One ballot type – Ballot type 01- with 16,228 registered voters and (17) polling places.

**Races on Ballot** – Measure H = Rim of the World Unified School District Special Bond Election (\$83 million). See (Appendix 2) for sample ballot pages.

**Turnout** – The Registrar of Voters does not predict turnout. For historical data see (Appendix 3). The chart highlights recent school bond elections.

## SUMMARY OF ELECTION PROCESS

**Ballot Access** – The ROV receives measures (including analyses, tax rate statements, arguments and rebuttals) for school districts.

**Order of candidates/measures** – Measures are given letters in alphabetical order, beginning with the next letter after the last measure in a previous election, in accordance with County policy.

**Registering to Vote** – Last day to register was March 6th. No late hours or special arrangements were made.

**Working with Media** –A general calendar of all upcoming elections was sent to media sources several weeks in advance. No on site media is expected on election night. No requests have been made for faxing media results.

**Exit Polls** – none.

**Voting Material** – the district's name appears on the top of the sample ballot pamphlet. Printed by Merrill, mailed by Diversified. Early close mailing began February 24th; 29-day close mailing began March 16<sup>th</sup>. No mailing problems observed. Mailed with non-profit status. Ballot cards provided by Election Systems & Software. Ballots are long stubs, round holes for absentee and rectangular holes for polls. Color = white; Design = blue poppy design. Two 60-Day paper ballots were mailed to overseas or military voters.

**Establishing Polling Places/Polls Publication** – 17 polling places – 14 of which are donated. Owners are eligible to receive \$50. The polling places and poll workers were published on March 25<sup>th</sup> in The Sun and March 30<sup>th</sup> in the Mountain News and Mountain Shopper.

**Polling Place Supplies** – PollStar system – 119 booths and voting devices (this includes one booth per polling place for disabled). All supplies were distributed at training class on March 30<sup>th</sup>. Due to size of this election, rosters and indexes were printed before distribution, which permitted computer to designate absentees and include late but eligibles – thus eliminating a second mailing to Inspectors.

**Recruiting and Training Poll Workers** – 51 poll workers were recruited – 5 are bilingual. Inspectors earn \$100 and clerks earn \$65 plus additional \$15 for attending Inspector training class. There was one training class in Crestline on March 30<sup>th</sup>.

**Student Poll Workers** – No students were recruited for this election due to the close proximity to the direct primary election.

**Election Day/Night Assistance to Poll Workers** – There are (2) troubleshooters. Cellular phone is rented from Shared Technologies Cellular and pagers are rented from Nationwide Communications Inc. Troubleshooters use rental vehicles from Budget. There will be no ride alongs in this election.

**Voting by Mail/absentee** – Applications to receive a mailed absentee ballot are accepted through March 28<sup>th</sup>. From March 29<sup>th</sup> through election day, voters may vote an emergency ballot, which requires pick up at the ROV and hand delivery to a polling place or to the ROV office before the polls close. No early voting (Saturday) was conducted for this election. One campaign used generic applications – Campaign for Kids 2000. Note: A new procedure began in the Spring of 1999 to include a copy of the sample ballot (voting page only) when mailing an absentee ballot for elections with only one voting page. Voters already have their sample ballot pamphlet but sometimes misplace it. This practice has not been used when the number of voting pages goes beyond one, since that changes the weight and costs for mailing purposes, and is more difficult to ensure that the correct page goes to each voter. However, this practice will change beginning November of 2000.

**Assistance to the Public** – Information on the election, results, absentee applications, and polls look up is on the Internet at: <http://www.sbcrov.com>. The automated phone system has been updated for this election. No additional staffing is required. No microfiche of polling place locations will be produced for this election – instead we will rely on hardcopy.

**Election Night Ballot/Supply Retrieval** - Absentee ballots received by 8:00 p.m. on election day at the Redlands (main) post office, will be picked up by ROV staff and processed during canvass. There will be two collection centers – Running Springs and Twin Peaks. There will be no early returns and no assistance is required from the Sheriff's department. Communication will be through same companies as Troubleshooters.

**Ballot Counting Locations** – All ballots will be counted at ROV office.

**Student Volunteer Workers** – There are no student volunteers at tally centers.

**How Ballots are Counted** – All ballots will be counted on one PC system using three cardreaders at ROV site. Observer Panel (1 member of Grand Jury) will observe Logic and Accuracy test at approximately 7:15 p.m. and absentee cards will be counted after polls close. When the final count is complete the Observer Panel will then witness a final Logic and Accuracy test on the ROV system. The number of outstanding ballots (absentee and provisionals turned in at polls) will be given out on final bulletin.

**Availability of Election Results** – there will be no sampling of turnout during the day and there are no Key Precincts. Election result bulletins will be printed and distributed following each portion of the count and also updated on the Internet. Results will be available by phone up until 15 minutes after final bulletin.

**Additional Ballot Counting** – no add on counts will be conducted for this election due to the size. Any additional ballots will be processed during the normal canvass procedure.

**Post Election Night Results** - No additional bulletins or Statement of Votes will be released to the public until the election is certified on April 10<sup>th</sup>. Voting history will be available later that week.

**Certifying the Election** - When the canvass is complete the official results will be prepared, certified and sent to the San Bernardino County Superintendent of Schools, and Rim of the World Unified School District. This will take place on April 10<sup>th</sup>.

What it takes to win – The bond measure requires a 2/3 vote.

**Dispute of Election Results** – Requests for recount may be submitted within five days after the completion of the official canvass. Requestor must pay estimated cost of recount in advance. The California Elections Code outlines the process for filing an election contest. Filing deadlines vary.

## APPENDIX

1. Calendar
2. Sample Ballot Measure pages
3. Voter History Chart
4. Election Results Information Sheet & Bulletin

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**CALENDAR**

EVENTS	ELECTION DATES				
	APRIL 4	APRIL 11	MAY 9	JUNE 6	NOVEMBER 7
Candidate Filing (-113 to -88)	Dec 12 – Jan 7	Dec 19 – Jan 11	Jan 18 – Feb 11	Feb 14 - Mar 10	Jul 17 – Aug 11
Last Day to Call Special Election (Cities, Schools, & Districts) (-88)	Jan 7	Jan 14	Feb 11	Mar 10	Aug 11
Last Date to Withdraw Election Item (-83)	Jan 12	Jan 19	Feb 16	Mar 15	Aug 16
Last Day to File Arguments In Favor or Against Measures (-81)	Jan 14	Jan 21	Feb 18	Mar 17	Aug 18
Last Day to File Rebuttal Arguments In Favor or Against Measures (-74)	Jan 21	Jan 28	Feb 25	Mar 25	Aug 25
Commence Mailing 60 Day Ballots (-60)	Feb 4	Feb 11	Mar 10	Apr 7	Sep 8
45 Day Close of Registration (-45)	Feb 19	Feb 26	Mar 27 *	Apr 24	Sep 23
Commence Mailing Sample Ballots (-40)	Feb 24	Mar 2	Mar 30	Apr 27	Sep 28
29 Day Close of Registration (-29)	Mar 6	Mar 13	Apr 10	May 8	Oct 10*
Absentee Voting Period Begins (-29)	Mar 6	Mar 13	Apr 10	May 8	Oct 10*
Commence Mailing 29 Day Close Sample Ballots (-29)	Mar 6	Mar 13	Apr 10	May 8	Oct 10*
Last Day to Request Absentee Ballot (-7)	Mar 28	Apr 7	May 2	May 30	Oct 31
Emergency Voting Begins in ROV Office (-6) & Ends When Polls Close	Mar 29	Apr 8	May 3	May 31	Nov 1
Add On Count (if scheduled)	N/A	N/A	N/A	N/A	Nov 15
Date Scheduled for Election Certification	Apr 10	Apr 17	May 15		Nov 27

\* Adjusted for holidays and/or weekends

## **2 SAMPLE BALLOT MEASURE PAGES**

MEASURE H  
RIM OF THE WORLD UNIFIED SCHOOL DISTRICT  
SPECIAL BOND ELECTION

To strengthen and improve our local communities by building K-5 and 6-8 neighborhood schools, expanding the high schools and modernizing classrooms by upgrading heating, lighting, plumbing and ventilation in our schools, shall Rim of the World Unified School District issue bonds, with direction from a Taxpayer Oversight Committee, legally earmarked for local school modernization and the construction and acquisition of new schools listed in full text in an amount not exceeding \$83,000,000 with interest rates below legal limits?

BONDS-YES

BONDS-NO

### 3 VOTER HISTORY CHART

ELECTION TITLE	ELECTION DATE	REG VOTERS	TOTAL VOTERS	% OF TURNOUT	ABSENTEE ISSUED	ABSENTEE VOTED	% OF AV VOTED	AV % OF TOT VOTED
Consolidated	11/5/85	468,265	80,825	17.26	12,265	5,323	43.40	6.59
Primary	6/3/86	453,821	162,622	35.83	23,841	13,846	58.08	8.51
General	11/4/86	478,552	265,373	55.45	29,734	21,898	73.65	8.25
Consolidated	11/3/87	470,950	104,958	22.29	23,265	12,450	53.51	11.86
Primary	6/7/88	495,401	224,919	45.40	26,794	18,847	70.34	8.38
General	11/8/88	571,775	400,176	69.99	50,341	39,288	78.04	9.82
Special Election	6/6/89	110,211	8,764	7.95	5,297	3,044	57.47	34.73
Consolidated	11/7/89	562,579	122,333	21.75	26,269	14,751	56.15	12.06
Primary	6/5/90	552,421	192,995	34.94	33,362	20,596	61.73	10.67
General	11/6/90	602,428	309,365	51.35	80,297	52,054	64.83	16.83
Consolidated	6/4/91	424,720	45,340	10.68	18,179	12,209	67.16	26.93
Consolidated	11/5/91	552,328	91,211	16.51	30,680	17,082	55.68	18.73
Primary	6/2/92	616,722	239,981	38.91	52,068	35,664	68.50	14.86
General	11/3/92	682,980	482,162	70.60	85,528	71,148	83.19	14.76
Spec Consol	6/8/93	683,434	118,609	17.35	44,545	28,449	63.87	23.99
Consolidated	11/2/93	675,396	198,545	29.40	56,498	36,965	65.43	18.62
Primary	6/7/94	655,363	183,348	27.98	50,632	34,526	68.19	18.83
General	11/8/94	674,684	362,524	53.73	82,675	67,417	81.54	18.60
Special Bond	3/7/95				1,452	992	68.32	
Consolidated	6/6/95	28,092	7,884	28.06	2952	2333	79.03	29.59
Consolidated	11/7/95	676,379	111,432	16.47	49,117	27,519	56.03	24.70
Primary	3/26/96	681,952	237,847	34.88	71,880	52,565	73.13	22.10
Special	6/4/96	25,898	2,999	11.58	1,508	967	64.12	32.24
General	11/5/96	742,975	424,850	57.18	92,118	76,865	83.44	18.09
Special	3/4/97	55,871	10,670	19.10	3,651	2,736	74.94	25.64
Consolidated	6/3/97	82,350	15,140	18.38	6,930	4,412	63.67	29.14
Consolidated	11/4/97	617,695	104,952	16.90	46,684	26,633	57.05	25.38
Special	2/3/98	62,674	13,862	22.10	4,497	3,050	67.82	22.00
Special Bond	4/14/98	109,056	10,819	9.90	5,880	3,621	61.58	33.47
Primary	6/2/98	625,384	224,981	35.90	73,168	51,575	70.49	22.92
Special Bond	8/4/98	2,609	421	16.10	730	191	26.16	45.37
General	11/3/98	664,022	342,735	51.60	92,328	72,728	78.77	21.22
Special	2/2/99	8,490	891	10.49	413	310	75.06	34.79
Special Bond	3/2/99	83,737	11,787	14.08	7,749	4,278	55.21	36.29
Special Bond	3/30/99	1,019	444	43.50	134	67	50.00	15.09
Special Bond	4/27/99	118,373	18,257	15.40	8,222	5,775	70.24	31.63
Special Bond	5/18/99	11,588	2,207	19.00	1,082	799	73.84	36.20
Consolidated	6/8/99	64,595	13,290	20.50	4,932	3,708	75.18	27.90
Special Election	9/14/99	38,699	5,450	14.00	2,476	1,746	70.52	32.04
42nd Cong Prim	9/21/99	244,018	39,526	16.01	17,649	12,670	71.79	32.05
Consolidated	11/2/99	660,657	101,782	15.40	49,670	29,731	59.86	29.21
42nd Cong Gen	11/16/99	247,622	48,092	19.40	26,386	16,109	61.05	33.50
32nd Sen Prim	1/11/00	244,968	38,757	15.80	17,757	13,456	75.78	34.72
Pres Primary	3/07/00	636,923	316,916	49.70	85,302	68,642	80.47	21.66

## 4 Election Results Information Sheet

### When and Where Are Results Available?

Results are available at the Registrar of Voters office in San Bernardino.

Results are also available on the Internet at:  
<http://www.sbcrov.com>

The first Summary Report will be released shortly after 8:00 p.m. This report will contain absentee/mail ballot results **only**. The voting precinct totals will be added to the absentee/mail ballot totals as soon as they arrive at the counting site.

### Explanation of Bulletin Format

- A. Reports are sequentially numbered. Date and time appear in the upper right-hand corner.
- B. Reports will contain votes cast within San Bernardino County only.
- C. District name appears only when a contest is counted by a specific district (not County or statewide).
- D. (#/PCT \_\_\_\_ ) = Number of voting precincts for this election/race. (This number does not change.)
- E. (#/RPT \_\_\_\_ ) = Number of precincts reporting at time report was created. This number will increase as precincts are counted.
- F. (%/RP) = Percentage of precincts that have reported at time report was created. (This number will increase as precincts are counted - up to 100%.)
- G. Measures always list results with "Yes" first. **Note: If a measure requires more than a majority vote, "2/3" appears next to the measure.**
- H. The number of votes received along with the percentage of all the votes cast for that measure appears to the right of each yes + no.

#### Registration/Turnout

The last *semi-official report* election night will contain pages of statistics showing registration/turnout numbers and percentage. Turnout represents the ballots cast.

**NOTE:** There is a difference between ballots cast and votes cast. A voter may undervote his/her ballot (i.e. skip any of the races/measures) or may overvote (i.e. vote for the YES and NO on a measure) which voids the vote cast on that one measure alone.)

#### Absentee Totals

San Bernardino County counts absentee totals by precinct so that it is possible to see how all voters in a precinct voted. This level of detail is available only on the Statement of Votes Cast.



### **When Will the Count Be Completed?**

The count will be finished Election night -- after all precincts report. However, the count is not considered complete until the election is certified following the canvass.

### **Availability of Election Results**

Official Summary results are available the day the election is certified. Individual precinct results (Statement of Votes Cast) are also available the day of certification.

### **What is the Official Canvass?**

State law requires an official canvass (audit of the election). This entails numerous manual processes that verify the accuracy of the computer count, including a hand tally of ballots cast in 1% of the precincts. When complete, election results are certified to the various jurisdictions, which then declare the winners.

### **Election Definitions**

- **NPP** - No polling place was assigned because there were fewer than 250 registered voters. These voters are "declared" absentees.
- **Requested AV** - Voters who choose to vote by absentee/mail ballot instead of going to the polls.
- **Provisional Ballot** - Voted at polls when a voter's registration is in question. These ballots are sealed in an envelope for later verification at Registrar's office.
- **Write-in Ballot** - When a voter chooses to manually write-in a vote for a candidate(s) not printed on the ballot. The entire ballot is set aside to be counted after the validity of the write-in vote is determined.
- **Unofficial Results/Semi-official** - All election results issued prior to completion of the official canvass.
- **Official Results** - Final election tabulation is issued after completion of the official canvass and the Registrar of Voters certifies results.

**Official Canvass** - A detailed audit of the election. The law allows 28 days to complete this process.